

## MEETING MINUTES

### SANTA YNEZ RIVER WATER CONSERVATION DISTRICT

September 02, 2020

A special meeting of the Board of Directors of the Santa Ynez River Water Conservation District was held on Wednesday, September 02, 2020. As a result of the COVID-19 emergency and Governor Newsom's Executive Orders to protect public health by issuing shelter-in-home standards, limiting public gatherings, and requiring social distancing, this meeting occurred solely via teleconference as authorized by and in furtherance of Executive Order Nos. N-29-20 and N-33-20.

Directors Present: Cynthia Allen Mark Altshuler Art Hibbits Steve Jordan Brett Marymee

Others Present: General Manager Kevin Walsh, Groundwater Program Manager Bill Buelow, Board Secretary Amber Thompson, Legal Counsel Steve Torigiani, and 2 members of the public

#### **I. CALL TO ORDER AND ROLL CALL**

President Allen called the meeting to order at 6:46 pm. Ms. Thompson called roll. All Directors were present providing a quorum.

#### **II. PLEDGE OF ALLEGIANCE**

Ms. Thompson played a video recording of the Pledge of Allegiance by John Wayne.

#### **III. ADDITIONS, IF ANY, TO THE AGENDA**

There will not be a Closed Session.

#### **IV. PUBLIC COMMENT**

There was no public comment. Ms. Thompson announced she did not receive any public comments prior to the meeting.

#### **V. CONSIDERATION TO APPROVE MINUTES**

President Allen submitted the minutes of the special meeting of June 10, 2020 for Board approval. Director Marymee made a MOTION to approve the minutes. Director Hibbits seconded the motion and it passed by the following roll call vote:

AYES, Directors: Cynthia Allen, Mark Altshuler, Art Hibbits,  
Steve Jordan, Brett Marymee

NOES, Directors: None

ABSENT, Directors: None

## VI. GENERAL MANAGER REPORT

### A. Water Rights Release

Mr. Walsh reported a Water Rights Releases from Lake Cachuma began on August 31, 2020. It is expected to last until the end of October or possibly into November 2020. The intended amount of water to be released is 7,000 Acre-Feet from the Above Narrows Account (ANA) and 5,000 Acre-Feet from the Below Narrows Account (BNA). He reported that none of the south coast agencies ordered any State Water during the release period so there will not be any mixing during this release. Discussion followed.

### B. Surface Water Report

Mr. Walsh reported Gin Chow releases from Gibraltar Reservoir of 586 Acre-Feet was made into Lake Cachuma and credited to the ANA.

Mr. Walsh reviewed the Winter 2020-21 Precipitation Outlook.

Mr. Walsh reported that Santa Barbara County Water Agency Cloud Seeding program has been suspended again this year due to the destruction of vegetation in the watershed caused by the 2017 Thomas and Whittier Fires.

Mr. Walsh presented the Rainfall and Reservoir Status Report, Cachuma Daily Operations Report, Downstream Users Accounting Report and Groundwater Level Graphs.

### C. Financial Reports, Monthly Warrant Reports and 4<sup>th</sup> Quarter Investment Report

Mr. Walsh presented the Quarterly Investment Report for 4<sup>th</sup> Quarter of FY 2019-20 and said investments were made in accordance with policy and sufficient funds are available to meet District obligations in accordance with law.

Mr. Walsh presented the financial report through July 2020 and Warrant Lists for June and July 2020. The Board reviewed the financial reports. Director Marymee made a MOTION to ratify the warrant lists as presented (nos. 5082 – 5121 including ACHs) for a total of \$160,577.78. Director Jordan seconded and it passed unanimously by the following roll call vote:

AYES, Directors: Cynthia Allen, Mark Altshuler, Art Hibbits,  
Steve Jordan, Brett Marymee

NOES, Directors: None

ABSENT, Directors: None

Director Marymee asked if the current level of District financial reserves is adequate. Mr. Walsh offered to present a report on Reserves and Contingencies Policies for governmental agencies similar to the District at the next Regular Meeting.

## VII. GROUNDWATER PROGRAM MANAGER REPORT

### A. Groundwater Production, Reporting, and Charges

#### 1. Groundwater Revenue January – June 2020

Mr. Buelow reviewed income received from Groundwater Pump Charges and Groundwater Production reported to date. Discussion followed.

#### 2. Delinquent Accounts and New Registrations

Mr. Buelow advised that District staff have developed a new process for tracking new well registrations as well as identifying new well permits issued by the County within the District and contacting those property owners. He reported staff recently identified approximately 33 new well registrations and began contacting those property owners.

#### 3. Tularosa Mutual Water Company – Failure to Comply with CA Water Code

Mr. Buelow reported that Tularosa Mutual Water Company (Tularosa MWC) has been identified as having an existing well in use since approximately 1979 and recently installed a new well. Tularosa MWC has not registered either of its wells or submitted reports of groundwater pumping to the District. Officers for Tularosa MWC have not responded to District attempts to communicate. Discussion followed.

Director Marymee made a MOTION directing District Counsel to draft and send a letter via Certified Mail with 15-days to respond to both Tularosa Mutual Water Company and to all individual property owners serviced by Tularosa Mutual Water Company and if no response is received to said letter, directing staff to conduct an official Investigation and Report of the Tularosa MWC and set a hearing to review the findings at the next Regular Board Meeting. Director Jordan seconded and it passed unanimously by the following roll call vote:

AYES, Directors: Cynthia Allen, Mark Altshuler, Art Hibbits,  
Steve Jordan, Brett Marymee  
NOES, Directors: None  
ABSENT, Directors: None

### B. Sustainable Groundwater Management Act (SGMA)

#### 1. GSP Consultant Update

Mr. Buelow reported that both consultant teams continue to work on sections of the Groundwater Sustainability Plan (GSP) including drafting approximately four Technical Memos in the next four months for each Management Area.

Mr. Buelow reported that the internal boundaries of the three Management Areas of the Basin (EMA, CMA and WMA) have been slightly adjusted to align with hydrologic or geologic boundaries.

Discussion followed.

2. SGMA Financial Update and Estimate at Completion

Mr. Buelow presented an Estimate at Completion received from Stetson Engineers. He reported that Stetson Engineers identified a change in scope for the numeric groundwater model that may require a budget modification for the CMA and WMA. Discussion followed.

3. Contract with GSI Solutions for GSP Preparation

Mr. Buelow reported that the Santa Barbara County Water Agency's scope of work and contract with GSI Solutions does not include GSP preparation. At the request of the EMA GSA Committee, the District would enter into a separate contract between the District and GSI on behalf of the EMA GSA to prepare the GSP. The contract would be limited in scope and would be funded by the EMA GSA's anticipated share of the DWR Proposition 1 Grant Funds. District Counsel advised that the District and other EMA member agencies create and enter into a stand alone cost share agreement for this effort, as a contingency in case DWR Prop 1 Grant Funds do not cover the full amount due, to protect the District.

Director Altshuler made a MOTION directing staff to prepare a limited contract between the District and GSI Solutions to perform GSP preparation on behalf of the EMA GSA and work on negotiate a Cost Share Agreement between the District, ID No. 1 and City of Solvang not to exceed \$126,000. Director Marymee seconded the motion and it passed unanimously by the following roll call vote:

AYES, Directors: Cynthia Allen, Mark Altshuler, Art Hibbits,  
Steve Jordan, Brett Marymee  
NOES, Directors: None  
ABSENT, Directors: None

4. SGMA Outreach and Correspondence Received

Mr. Buelow reported the first SGMA Newsletter was distributed in the District's June Groundwater Production Statement mailings in both English and Spanish. DWR provided Spanish translation at no cost. It was distributed by all Member Agencies and posted on their websites. Traffic to SantaYnezWater.org significantly increased after mailing. A second Newsletter is being prepared to be sent out later in the fall.

Mr. Buelow introduced correspondence received from Santa Ynez Water Group, a landowner group formed to work together and be involved in the SGMA efforts in the Santa Ynez River Groundwater Basin.

Mr. Buelow shared correspondence received from Mr. Tom Peterson dated July 12, 2020.

**VIII. ATTORNEY REPORT**

Mr. Torigiani said there was nothing significant to report.

**IX. REPORTS, ACTS BY BOARD MEMBERS, QUESTIONS OF STAFF, STATUS REPORTS, ANNOUNCEMENTS, OBSERVATIONS AND OTHER MATTERS, AND/OR COMMUNICATIONS NOT REQUIRING ACTION**

Director Marymee commented that timeline for SGMA is important and feels important to stay on top of the schedule.

Ms. Thompson announced the Water Rights Release waterfront tracking map is now available at SYRWCD.com homepage.

**X. REQUEST FOR ITEMS TO BE INCLUDED ON THE NEXT AGENDA AND DETERMINATION OF NEXT MEETING**

Directors requested Mr. Walsh present a report on Reserves and Contingencies as discussed during the financial report.

The next Board meeting will be a Regular meeting on December 02, 2020 at 6:30 pm, location to be determined. Due to COVID-19 restrictions, it may be held via teleconference call.

**XI. CLOSED SESSION**

The Board did not convene into Closed Session.

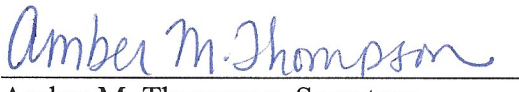
**XII. RECONVENE OPEN SESSION/REPORT FROM CLOSED SESSION**

There is nothing to report as the Board did not convene into Closed Session.

**XIII. ADJOURNMENT**

There being no further business, President Allen adjourned the meeting at 8:27 pm.

  
Cynthia Allen, President

  
Amber M. Thompson, Secretary

**SANTA YNEZ RIVER WATER CONSERVATION DISTRICT**

**June 2020 WARRANT LIST FOR BOARD APPROVAL**

<u>NUMBER</u>	<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
ACH	5/29/2020	Payroll	May 16-30, 2020 Salary	\$ 8,734.19
ACH	5/29/2020	Employment Development Dept.	EDD Tax Deposit	\$ 698.22
ACH	5/29/2020	Mechanics Bank (Payroll Acct)	Payroll Tax Deposit	\$ 4,680.83
ACH	5/29/2020	Lincoln Financial Group	457 Plan Combined Contributions (#1 June)	\$ 2,038.43
5082	6/12/2020	Cynthia Allen	5/12 & 6/10 Board Meetings; 5/18 CMA; 5/21 EMA	\$ 300.00
5083	6/12/2020	Mark Altshuler	5/12 & 6/10 Board Meetings	\$ 150.00
5084	6/12/2020	Guardian	June 2020-Life, LTD & ADD Insurance	\$ 293.01
5085	6/12/2020	Jim Heyerly	June 2020 Rent	\$ 1,500.00
5086	6/12/2020	Art Hibbits	5/12 & 6/10 Board Meetings; 5/18 CMA; 5/20 WMA	\$ 300.00
5087	6/12/2020	Humana Insurance Co.	June 2020 Dental Insurance	\$ 116.94
5088	6/12/2020	Steve Jordan	5/12 & 6/10 Board Meetings; 5/20 WMA	\$ 225.00
5089	6/12/2020	Brett Marymee	5/12 & 6/10 Board Meetings; 5/21 EMA	\$ 225.00
5090	6/12/2020	Onsite Computers & Design	IT Services - Tenant Improvements COVID-19 Remote access	\$ 551.25
5091	6/12/2020	Alexander Pappas	May 2020 G.W. & SGMA Admin. Service	\$ 1,638.00
5092	6/12/2020	Pacific Gas & Electric	May 2020 Electric Service	\$ 72.91
5093	6/12/2020	Santa Barbara News Press	2 Groundwater Legal Notices (5/6, 6/10 Hearings)	\$ 115.44
5094	6/12/2020	Shirley Scales Bookkeeping	May 2020 G.W. & SGMA Admin Service	\$ 3,111.25
5095	6/12/2020	Staples Credit Plan	Office Supplies	\$ 145.82
5096	6/12/2020	Stetson Engineers	April 2020 Engineering Service	\$ 27,859.43
5097	6/12/2020	Tri-County Blinds	Tenant Improvements - Window Blinds	\$ 1,805.00
5098	6/12/2020	US Bank Corp	May 2020 CalCard	\$ 1,257.11
5099	6/12/2020	Valley Bookkeeping Services	May 2020 Bookkeeping Service	\$ 300.00
5100	6/12/2020	Vision Service Plan	June 2020 Vision Insurance	\$ 20.76
5101	6/12/2020	Kevin Walsh	May 2020 Reimburseables	\$ 71.34
5102	6/12/2020	Young Wooldridge	May 2020 Legal Service	\$ 5,339.07
ACH	6/17/2020	Payroll	June 1-15, 2020 Salary	\$ 8,743.34
ACH	6/17/2020	Employment Development Dept.	EDD Tax Deposit	\$ 699.34
ACH	6/17/2020	Lincoln Financial Group	457 Plan Combined Contributions (#2 June)	\$ 2,038.43
ACH	6/17/2020	Mechanics Bank (Payroll Acct)	Payroll Tax Deposit	\$ 4,682.74
<b>TOTAL</b>				<b>\$ 77,712.85</b>

**SANTA YNEZ RIVER WATER CONSERVATION DISTRICT**  
**JULY 2020 WARRANT LIST FOR BOARD APPROVAL**

<u>NUMBER</u>	<u>DATE</u>	<u>PAYEE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>FY 2020-21</u>
5103	7/1/2020	SDRMA	FY 2020-21 General Liability Premium	\$ 9,941.17	* \$ 9,941.17
5104	7/1/2020	SDRMA	FY 2020-21 Workers Compensation Premium	\$ 5,712.73	* \$ 5,712.73
ACH	7/2/2020	Payroll	June 16-30, 2020 Salary	\$ 8,734.19	
ACH	7/2/2020	Employment Development Dept.	EDD Tax Deposit	\$ 698.22	
ACH	7/2/2020	Lincoln Financial Group	457 Plan Combined Contributions (#1 July)	\$ 2,038.43	
ACH	7/2/2020	Mechanics Bank (Payroll Acct)	Payroll Tax Deposit	\$ 4,680.83	
5105	7/7/2020	County of Santa Barbara	IRWM Participation Cost	\$ 240.02	
5106	7/7/2020	Guardian	July 2020-Life, LTD & ADD Insurance	\$ 293.01	* \$ 293.01
5107	7/7/2020	Jim Heyerly	July 2020 Rent	\$ 1,500.00	* \$ 1,500.00
5108	7/7/2020	Humana Insurance Co.	July 2020 Dental Insurance	\$ 116.94	* \$ 116.94
5109	7/7/2020	Inklings Printing Co.	GW Instructions, June Newsletter & Producer letter	\$ 417.35	
5110	7/7/2020	Andy Iorio	Tenant Improvements - install LED lights	\$ 248.49	
5111	7/7/2020	Alexander Pappas	June 2020 G.W. & SGMA Admin. Service	\$ 1,422.00	
5112	7/7/2020	Pacific Gas & Electric	June 2020 Electric Service	\$ 94.50	
5113	7/7/2020	Postmaster	FY 2020-21 P.O. Box Rental	\$ 226.00	* \$ 226.00
5114	7/7/2020	Sophie Buelow	Historical Documents & Library Project	\$ 310.00	
5115	7/7/2020	Shirley Scales Bookkeeping	June 2020 G.W. & SGMA Admin Service	\$ 4,076.25	
5116	7/7/2020	Staples Credit Plan	Office Supplies	\$ 31.00	
5117	7/7/2020	Stetson Engineers	May 2020 Engineering Service	\$ 12,117.66	
5118	7/7/2020	US Bank Corp	June 2020 CalCard	\$ 2,026.03	
5119	7/7/2020	Valley Sign Company	Tenant Improvements - Outdoor sign	\$ 490.61	
5120	7/7/2020	Vision Service Plan	July 2020 Vision Insurance	\$ 20.76	* \$ 20.76
5121	7/7/2020	Young Wooldridge	June 2020 Legal Service	\$ 10,997.30	
ACH	7/16/2020	Payroll	July 1-15, 2020 Salary	\$ 8,442.88	* \$ 8,442.88
ACH	7/16/2020	Employment Development Dept.	EDD Tax Deposit	\$ 663.26	* \$ 663.26
ACH	7/16/2020	Lincoln Financial Group	457 Plan Combined Contributions (#2 July)	\$ 2,702.65	* \$ 2,702.65
ACH	7/16/2020	Mechanics Bank (Payroll Acct)	Payroll Tax Deposit	\$ 4,622.65	* \$ 4,622.65
<b>TOTAL</b>				<b>\$ 82,864.93</b>	<b>\$ 34,242.05</b>
					* FY 2020-21